

## PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE AND SCOPE OF THE SERVICE? (Describe in detail any services to be provided or materials to be purchased)

The provision of one year of annual software maintenance (M&S) of Teleform and Fast Score and Reader Extender software. The period of Coverage is from 12/14/2023 to 12/13/2024.

2. AMOUNT OF SERVICE?

(Set forth the monetary value of the proposed agreement and quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided as specified in Schedule "B") This M&S provides the end-user Yonkers Public Schools with unlimited telephone support Monday-Friday (except holidays) between the hours of 8:00AM and 5:00PM EST. The M&S services are relative to "break/fix" issues with the software. The contract also provides the en-user with all software updates for free during the duration of the Period of Coverage. PACE will deliver the updates upon request via email and or Web. All M&S services are provided off-site via telephone, Web and or Zoom style communications. This Contract does not call for or provide for any on-site or off-site consultative services. Consultative services beyond break/fix issues (installation, training, product customizations), can be contracted for separately if desired.

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

(Describe whether services are to be provided directly to students, to staff, etc.)

The services are provided to the designated Yonkers IT managers that are tasked with deploying the software. There is no direct interaction with students or staff

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers) Mark Marchuk, the lead tech at PACE who has 20 plus years of knowledge of all of these software products will be the direct contact to field and provide answers to technical issues. Mark's contact information is: Mark Marchuk, phone (908) 751-5224 email: markm@pacebusinesssolutions.com.

4a. WILL THE CONTRACTOR BE UTILIZING ANY SUBCONTRACTORS OR VOLUNTEERS IN FURTHERANCE OF THIS AGREEMENT? IF YES, PLEASE LIST ALL OF THEIR NAMES AND CONTACT INFORMATION.

(If the Contractor will be using any subcontractors, volunteers, and/or other agents other than the individuals identified in question #4 above or #7 below, they need to be disclosed here) No. PACE will not be utilizing any volunteers, or be hiring/utilizing any subcontractors.

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

(How specifically will the contractor report to the School District (or parents, if applicable) about their progress towards achieving the goals of the contract?) PACE will not have any interaction with any student data, or with any student or parent. PACE is simply providing M&S on software products that are utilized and controlled by Yonkers Public Schools.

6. HOW WILL THE SCHOOL DISTRICT JUDGE THE QUALITY OF SERVICES? (Set forth the method which will be used to evaluate contractor's performance) PACE will address and answer any reported break/fix issue to its satisfactory resolution. The School District along with the Research, Evaluation & Reporting Dept. will judge the quality of the service.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: Pace Business Solutions

Vendor Address: 297 Route 72 West Suite 35 Manahawkin, NJ 08050

Vendor Phone No.: (908) 451-0355

Vendor Business Status: (corporation, non-profit individual, unincorporated) Corporation

Vendor Contact Name: Joseph Tornabene

Vendor Contact Email: joet@pacebusinesssolutions.com

Tax ID No.: 0100869267

School District Administrator Name: Siju Samuel

School District Administrator Title: Director

School District Administrator Phone No.: (914) 376-8234

School District Administrator E-Mail: ssamuel@yonkerspublicschools.org

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT, AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?

No.

9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.

No, PACE will not be receiving any student data or other data from Yonkers Public Schools.

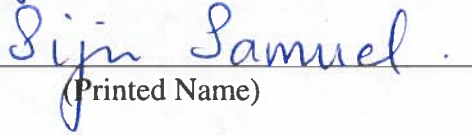
10. WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? IF YES, PLEASE SPECIFICALLY DESCRIBE.

N/A

Performance Based Guidelines  
Reviewed and approved by:



(Signature of School District administrator/employee)



(Printed Name)

